

## POSTER SUBMISSION GUIDANCE and FAQ's

Please have the following information ready for your abstract submission; each person named on the presentation will need to complete a profile:

1. Title of the presentation (primary submitter only, additional presenters will be added to the primary submission once it is complete)
2. Name of presenter, submitter, or non-presenting contributor
3. Professional title, service, rank, or civilian and professional credentials
4. Phone number
5. Email address
6. Role (presenter, submitter, or non-presenting contributor)
7. CV pdf copy to upload
8. Are you a student?
9. Are you an AMSUS Member?
10. Complete the online Disclosure Statement/conflict of interest
11. Complete the online continuing education agreement
12. Select the organization type that best applies to you
13. Provide 3 learning objectives
14. Provide a summary paragraph of the presentation for the abstract body

**Q.** What size poster can be presented?

**A.** Each accepted poster will be provided a 44.75"h x 91"w standing bulletin board and push pins. The space can be used for one large poster, multiple smaller posters, or chars and diagrams. A clear pocket sleeve is recommended for handouts. Please be respectful to fellow presenters and remain within your allotted area.

**Q.** Where will the posters be stationed?

**A.** Posters will be stationed throughout the AMSUS Exhibit Hall on the lower level of the Gaylord Conference Center.

**Q.** When will the posters be viewed?

**A.** Poster will be visible on Tuesday from 10:00 – 16:30, and Wednesday from 10:00 to 12:00. The formal poster viewing will be Tuesday, 16:30 – 18:30 in conjunction with the Welcome Reception and exhibit hall viewing all in the same space.

**Q.** Do poster presenters need to register for the meeting to present?

**A.** Yes, all presenters need to register for the meeting to participate and present. Registration and Housing information can be viewed on the [AMSUS Annual Meeting web page](#)

**Q.** How many posters will be accepted?

**A.** For the 2018 AMSUS Annual Meeting, 160 posters will be accepted.

**Q.** Will the posters and poster abstracts be published?

**A.** Accepted poster abstracts, and any image provided by the presenter to the submission site, will be visible online only at the AMSUS web site for one year.

If you have a question that has not been addressed here please contact

[Lori.Lawrence@amsus.org](mailto:Lori.Lawrence@amsus.org)